

# Approved

## Town of Grantham Board of Selectmen - Meeting Minutes October 14, 2015

The regular meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, October 14, 2015 by Selectman Jones. The meeting was held in the Grantham Town Building, Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Present: Selectman Sheridan Brown; Selectman Constance Jones; Town Administrator Melissa White; Administrative Assistant Ann Jasper; Fire Chief Jay Fountain; Police Chief Walter A. Madore, Sr.; Conservation Commission Chair Richard Hocker; Conservation Commission Member David Wood; Energy Committee Co-Chairs: Paula Bresnick and Jenna Chenevert; Energy Committee Member: Peggy Martineau; and Peter James

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Town Administrator Melissa White

### **ADMINISTRATIVE - APPROVED**

- Payroll Manifest #460 & 461
- Accounts Payable Manifest #474 & 475
- 2015 MS-1
- 2015 MS-535
- Building Permits:
  - M/L 232-001-023; 24 Barrister Path – Finish Interior
  - M/L 215-082-000; 4 Winter Hill – Roof over Front Door
  - M/L 214-037-000; 42 Spring Valley Drive – Generator
  - M/L 222-145-000; 25 Road Round the Lake – Temporarily Enclose Portion of Building for Storage Area

### **APPROVAL OF MINUTES**

A motion to approve the regular and non-public meeting minutes of September 9, 2015 as written was made by Selectman Jones; seconded by Selectman Brown. **Approved by majority vote.**

### **APPEARANCES**

- Grantham Conservation Commission: Conservation Commission Chair, Richard Hocker, updated the Board on the work that the Conservation Commission is doing at Brookside Park and reported that for most of the summer, the Conservation Commission has been creating a series of trails on the property; that most of the trails are walkable and they are planning to make more improvements over the next few weeks. He said the most important issue is the proposed ADA compliant 40 foot (+/-) bridge to span Skinner Brook approximately 80 feet north of the parking area. He informed that after the bridge is complete, the plan is to put in a trail on the west side of the stream that would be ADA

## Approved

compliant and lead to a picnic area upstream of where the bridge is going to be located. Hocker said the area is very scenic.

Conservation Commission Member, David Wood, recapped that of the two types of bridges proposed, either a wooden truss bridge or an aluminum erector set type bridge, the Commission discovered that a wooden bridge would not be wide enough to be ADA compliant because of the length and the only structure that would work and be reasonable in price would be an erector type bridge having three I-beams which will cost more than the original proposal. He estimated the cost to be less than \$10,000.00. Wood continued that the current suggestion is that they run the I-beams from bedrock on the east bank over to the large flat topped rock on the west bank which would mean they pour a shallow foundation on the west bank and a deep foundation on the east bank. When that is completed the bottom of the I-beams should be four and one-half to five feet above the current water level. He added that they are hoping when it's done it will look more like a wooden bridge because they will put a strip of wood inside the i of the two outer beams so that it can be used as a nailer to put on the railings and the rest of the railings and the decking will be either Trex or pressure treated wood. He said the Commission will begin to make some expenditures out of existing Conservation Commission funds or the funds that were appropriated at town meeting and wanted to be sure the Board did not have any objections.

Selectman Brown asked where the other funding stands and for clarification of the cost of the bridge. Wood stated he believed the bridge would cost approximately \$8,000.00; that they know the three I-beams will cost \$4,700.00 and it was estimated in the beginning that the rest of the supplies would cost approximately \$4,200.00 for cement, boards, etc. but they know they can get the decking for free and he believed it shouldn't cost more than a couple thousand dollars for the supplies. Wood explained they have \$15,000.00 from the Byrne Foundation for the trails and the bridge would be paid for out of the money appropriated at town meeting plus monies that are in various Grantham Conservation Commission accounts. He said they have the funds; it's just a question of where to take them from. Selectman Brown said the Town Warrant Article stated it was \$2,500.00 for the bridge at Brookside Park with the understanding that the Conservation Commission would seek an 80% match which, obviously, they have done. Selectman Jones expressed she would like to see this project continue and suggested talking to Road Agent Hastings about helping with some tools. She also asked Hocker to create a chart for the funding with details as to what we have, what it will cost, what we need to get the bridge in place and what we have left for trail work so the Board can see where we are.

Peter James commented they have \$15,000.00 to build a trail to the bridge and questioned if it costs that much to build an 80 foot trail. Wood replied that is for one side of the river plus another trail (to be built) on the other side that will be at least that far out.

James asked if they were going to mix their own cement or if they were going to hire a professional. Wood replied, hopefully, they can get a concrete truck to the site. James commented that mixing your own cement could effect the structural integrity of a structure like that.

James asked if a permit from the Army Corps of Engineers was needed. Hocker said under RSA 483, as long as the stream is not impacted, permission from the Army Corps of

# Approved

Engineers is not needed. Wood said they have filed a notice with the Department of Environmental Services.

Wood stated that although they do not know how much it is going to cost to get the I-beams across the stream they hope to use the Youth Corps in the spring. The foundations can be poured this fall which will cut the expense dramatically. James suggested using a logging truck if it could get close enough to the location.

Selectman Brown thanked Hocker and Wood for all their work with this project.

## CORRESPONDENCE

- HealthTrust: Notice was received from HealthTrust informing that their annual meeting will be held on December 10, 2015 at 1:00pm at HealthTrust's offices in Concord. There will also be an opportunity to nominate someone for a seat on the Board.
- Grantham School District – SAU #75: Thank you letters from Jacqueline Guillette, Superintendent of SAU #75, were sent to Sergeant John Parsons and Fire Chief Jay Fountain for their work on the School's Safety Committee and the receipt of their new Safety Assessment from Homeland Security.

## OLD BUSINESS

- Olde Farms Road Bridge: Town Administrator Melissa White spoke with Tim Ulman, President of Northwoods Excavating Inc., and they are still waiting for the guardrails to be galvanized so they can get them installed. The dry hydrant will be installed before everything freezes; the first week in November.
- Miller Pond Road Bridge: White recapped that the deadline to submit proposals is December 9, 2015 at 4:00pm.
- Zoning Violation at 172 Cote Road: No new information

## NEW BUSINESS

- Representative and Alternate Representative Appointments on the Upper Valley Lake Sunapee Regional Planning Commission's Transportation Advisory Committee:
  - A motion to appoint Donald B. Nicholas as a Representative on the Upper Valley Lake Sunapee Regional Planning Commission's Transportation Advisory Committee was made by Selectman Jones; seconded by Selectman Brown. **Approved by majority vote.**
  - A motion to appoint Stacey Chiochio as an Alternate Representative on the Upper Valley Lake Sunapee Regional Planning Commission's Transportation Advisory Committee was made by Selectman Jones; seconded by Selectman Brown. **Approved by majority vote.**
- Grantham Energy Committee: Grantham Energy Committee Member, Peggy Martineau, explained that the Energy Committee is looking for an incentive for residents to access the use of renewable energy without having it negatively impact their

# Approved

property assessments. She passed out packets to the Board and further explained that the material came from the State of New Hampshire Office of Energy and Planning with information on renewable energy and suggestions for warranty article language that would result in a net neutral assessment and a list of towns in New Hampshire that have already approved renewable energy exemptions.

Selectman Jones said she would like to give Chairman Kimball a chance to review the proposal. She added she would also like to contact some of the towns that have implemented this and the Town's Assessor to be sure that everything is clear. She said she doesn't foresee any problem presenting the warrant article but wants to make sure we do it correctly.

Selectman Brown asked if the goal is focused on residential renewable energy. Martineau responded that they are also working internally on the town buildings; they have audits going and are also in conversation with energy providers as to what they may be able to do.

The Board thanked them for all their work.

- Shoreline Protection Cutting Plan; M/L 213-020-000; 57 Anderson Pond Road: A motion to approve the second Shoreline Protection Cutting Plan at 57 Anderson Pond Road as recommended by the Grantham Conservation Commission was made by Selectman Jones; seconded by Selectman Brown. **Approved by majority vote.**

## DEPARTMENT/COMMITTEE REPORTS

- Emergency Medical Services (EMS) – September Report: There were a total of ten (10) calls for service in September. There were four transports consisting of (2) ALS calls and two (2) BLS calls; the remainder were not transported.
- Fire Department – September Report:
  - Responded to 16 calls consisting of 6 EMS and 10 Fire/Rescue.
  - Chief Fountain attended the Mid-Western Hazardous Materials meeting in Enfield, the Kearsarge Mutual Aid meeting in Wilmot and the Upper Valley Mutual Aid meeting in Plainfield. There was discussion at the Upper Valley Mutual Aid meeting about having the town of Hartland host the Firefighter I course instead of Stowe, Vermont because the State of Vermont received 15 applications showing there was enough interest to hold the course. The Town of Grantham had two members planning to attend the course but due to scheduling conflicts, will not be able to do so.
  - Training on the new SCBA's continued in September and it was placed into service on September 22, 2015. The new compressor and fill station were installed and everything is running for the new SCBA. The new exhaust system was installed and it is activated one of three ways; there is a sensor on each bay door, a laser across all the bay doors or they can manually start the system. The exhaust system will run for 12 minutes then turn itself off no matter how it is started.
- Police Department – September Report:

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- It's Fall and Scarecrow time. Everyone enjoys seeing them.
- Sergeant Parsons and Officers Gamble, Julian and Schwartz attended training at Twin Mountain for Advanced Car Control Skills on September 4, 2015 which was sponsored by SKID School and Property-Liability Trust, Inc.
- On September 12, 2015, the Department again manned the pumps at the Circle K for the annual Serve and Protect Fundraiser for Special Olympics. Approximately \$650.00 was collected to help support the athletes.
- The Department completed the NCIC Update Training on September 11, 2015.
- Chief Madore was asked to speak with the first grade classes at Grantham Village School as they are learning about their community and what the Police Department does to help keep them safe. He received a thank you signed by all the students along with a picture that was taken during the visit.
- The first grade students also enjoyed a tour of the Police Department with Officer Julian on September 14, 2015. Teachers Kristen Reed and Samantha Hutchins emailed a thank you stating "the students were thrilled and truly enjoyed the experience. We all learned so much! The visits definitely helped bring our community unit to life!" The students sent individual drawings and it clearly showed they enjoyed seeing the cruiser and checking out the handcuffs.
- Sergeant Parsons attended the 143<sup>rd</sup> Command Institute for Law Enforcement Executives in Hampton on September 14 – 18, 2015 sponsored by the FBI-LEEDA (Law Enforcement Executive Development Association).
- Chief Madore attended the 90<sup>th</sup> New England Association of Chiefs of Police Annual Conference in Hampton on September 20 – 23, 2015 where the topics were Training Trends Since Ferguson, How to Satisfy the Politicians, Unions and Still Keep Your Job and Social Security and Windfall Elimination.
- Drug Take Back Day on September 26, 2015 was a success with the Department collecting two boxes of unwanted/unused prescription drugs from the community. Chief Madore reported the total collected was 48.12 pounds of unused medication.

Town Administrator White asked Chief Madore what the status is of obtaining a medical drop box at town hall. Chief Madore said he checked into it and paperwork still needs to be processed.

- Trustees of the Trust Funds – September Report: The Trustees of the Trust Funds September Report was reviewed.
- Town Administrator:
  - The new part time Custodian, Greg Stender, has been busy acclimating himself to town hall and the archives building. He recently stained the back deck of town hall to help preserve the life of it.

## Approved

- White is exploring options for electricity suppliers. The town is currently with Patriot Energy and the town pools its usage with the school. Ken Ryder from Eastman Community Association has asked to join in. Currently, Patriot Energy is at \$0.085 per kilowatt for the renewal at the end of November and she and Ken Ryder met with Standard Power and they indicated that the highest the town would pay would be \$0.08 per kilowatt for the supply portion.
- With the help of Town Clerk/Tax Collector Rita Friedman, the Prime Certification with Primex was renewed. This ensures an extra 2.5% discount off the Worker's Compensation premium.
- All of the required forms from the town have been submitted to the NH Department of Revenue for the purpose of setting the tax rate.
- The bid opening for the sale of tax deeded property will be at the next Board of Selectmen meeting on October 28, 2015. The bid opening for the Fire Department's utility truck will be at that time also.
- White attended some workshops at Primex: Staying Positive in a Not So Positive World; Technology Management in the Public Sector; and Delegation – Getting the Monkeys off Your Back.
- White was asked to look into the cost of plastics at the last Board of Selectmen meeting. Transfer Station Supervisor Chris Scott reported that since January 2015, 23.18 tons of plastic has been recycled at a cost of \$1,155.00. If that plastic was all thrown in the trash, it would have cost \$2,029.40. White said that recycling plastics is better for the environment and extends the life of landfills.
- The town wide Trick-or-Treat will be Saturday, October 31, 2015 from 5:30pm to 7:00pm. The Police and Fire Departments will slow down traffic on Route 10 so the kids can safely trick-or-treat.
- The November Board of Selectmen meetings have been moved to Monday, November 9<sup>th</sup> and Monday, November 23<sup>rd</sup> at 5:00pm due to the Veteran's Day and Thanksgiving Day holidays.
- The first Budget work session will be held on Wednesday, November 18, 2015.
- Upcoming Meetings:
  - The Grantham Conservation Commission meeting is scheduled for Monday, October 19, 2015 at 7:00pm.
  - The Master Plan Committee meeting is scheduled for Monday, October 19, 2015 at 7:00pm in the lower level of town hall.
  - The Zoning Board meeting scheduled on October 22, 2015 at 7:00pm has been cancelled.

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## **NON-PUBLIC**

In accordance with RSA 91-A:3 section II-a, a motion was made by Selectman Jones, seconded by Selectman Brown to enter into a Non-Public session at 6:03pm. Present were: Selectman Constance Jones; Selectman Sheridan Brown; Town Administrator Melissa White; and Administrative Assistant Ann Jasper.

***Following proper vote, the Board returned from Non-Public session at 6:24 pm.***

A motion to seal the minutes of this non-public session was made by Selectman Jones; seconded by Selectman Brown. ***Approved by majority vote.***

## **ADJOURNMENT**

There being no further business, Selectman Jones moved to adjourn, seconded by Selectman Brown; ***by majority vote, the Board adjourned at 6:25 pm.***

The next Selectmen's Meeting will be held on **Wednesday, October 28, 2015** at 5:00pm in the Grantham Town Building; Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Respectfully submitted,



Ann Jasper  
Administrative Assistant